

4 April 1980

These Questions and Answers set forth the US Government's procedures for safeguarding extra sensitive materials. As such, it merits and warrants the overall classifications of CONFIDENTIAL in its totality. Individual questions and answers may be excised for use at the unclassified level.

APEX STEERING GROUP

☐ DECL ☒ REVW ON 4 Apr 2000
EXT BYND 6 YRS BY Same
REASON 3.d.(3)

25X1

4 April 1980

Questions and Answers on APEX

The following questions and answers should assist in the orientation and understanding of the APEX Special Access Control System. Answers to the questions are not (in all cases) set in concrete, and the passage of time with its inherent resolution of problems may alter some of the responses. With this in mind, use these questions and answers as a guide and learning device.

Question

1. How many levels of APEX access approvals are there?

Answer

There will be operational access approvals, which will be for individual collection projects. There will be operational subcompartment access approvals (designated "ALPHA") which will also be, in most cases, based upon individual collection systems. There will be product access approvals which will be divided into COMINT, IMAGERY, HUMINT and TECHNICAL. Finally, there will be APEX General Phase I or Phase II. Phase I will be for persons who will have physical proximity to APEX material but who will not normally have access to the information. Phase II will be for administrative and clerical personnel who must actually handle APEX material in performing such functions as typing, filing, etc.. One of the objectives of APEX is to provide as much separation as possible between the information about how the collection systems operate and the product which results from the operation.

Question

2. What will be done about APEX access approvals for people who will be handling the material (such as registries, secretaries, etc.) but who will not require a real knowledge of the workings of the system?

Answer

APEX General Phase II approvals will be appropriate for people in these categories.

CONFIDENTIAL

CONFIDENTIAL

Question

3. Will everyone who has the product compartment approval have access to all 4 types of product?

Answer

No. Within the product compartment, people will have access to the specific kind or kinds of product which they require to perform their duties as certified by their SIO.

Question

4. What's outside of the APEX system?

Answer

Material classified at standard classification levels including intelligence information. APEX material will be marked as such. Much of what is currently compartmented will become APEX. Eventually, however, the APEX system should result in less, rather than more, compartmented material.

Question

5. Will we have to determine access approvals of individuals requiring APEX materials?

Answer

Yes. Just as is done now for compartmented materials.

Question

6. Will debriefing be required each time access to a particular category of material is terminated?

Answer

Yes. This procedure will be very similar to those currently in effect.

Question

7. How do we find out who holds APEX access approvals?

CONFIDENTIAL

CONFIDENTIAL

Answer

In the same way that you now find out who holds access to SCI materials by checking with your control or security officer.

Question

8. Within the "product" category, will access to all subcategories (HUMINT, COMINT, TECHNICAL, IMAGERY) be permitted for anyone being permitted access under one?

Answer

No. Specific accesses will be approved and granted for each category or product by the appropriate SIO.

Question

9. Will APEX documents be controlled by paragraph and page markings?

Answer

Yes. There will be very little change in this procedure except that APEX markings will be substituted for the various systems now in use.

Question

10. How can there be one manual for all levels of APEX approvals when not all people will have the same approvals?

Answer

The APEX manual covers the administrative handling of material of all categories. It is intended that all types of APEX materials will be handled in a uniform manner.

Question

11. Will APEX material be filed separately or integrated with other material?

Answer

It will be handled as SCI material is now, and stored so that it

CONFIDENTIAL

CONFIDENTIAL

is accessible only to people who are approved for access to it.

Question

12. Will a signature be required for all APEX material?

Answer

No. All hard-copy APEX material (not including electrical messages) will be signed for.

Question

13. How many people in any one office will have a copy of the APEX manual?

Answer

It is intended that enough APEX manuals will be issued to provide ready access to every person who has an APEX approval.

Question

14. When multiple copies are sent to an office for distribution, will the secretary for that office be responsible and sign for all copies, or will that responsibility lie with each recipient of the document?

Answer

It is intended that the recipient of the document will be accountable for it. Under normal circumstances, the secretary will sign only the package receipt and will not be responsible for individual copies contained therein.

Question

15. How will working papers such as drafts be handled? Will they have to be controlled and issued APEX numbers?

Answer

Such material will be handled as working papers. They should have all of the proper control markings affixed, but need not be issued APEX

CONFIDENTIAL

numbers until they are in final form for dissemination. Nevertheless, the content of the draft will dictate how it should be stored and who may see it. As a reminder, all hard-copy APEX documents leaving an ACF must be controlled.

Question

16. What controls are required for working papers and for how long?

Answer

A time limit is not prescribed for working papers. The limitations basically are organizational. That is, working papers may not be disseminated outside the basic unit which created them. They are not given control numbers and are, therefore, not transmittable. Working papers should not last longer than the 6-year classification limit, however.

Question

17. What will happen to portion markings, paragraph markings, etc.?

Answer

Portion markings will be used in the APEX system much as they are today. The primary modification will be the use of APEX markings instead of those for separate compartmentation systems.

Question

18. Will classification and document numbers be required on all pages of all documents?

Answer

Classification, yes; document numbers, no.

Question

19. Will the stamping of APEX material be uniform (location of various markings, placement within paragraphs of text, identification of all controls)?

CONFIDENTIAL

Answer

Yes, specific instructions and illustrations describing the uniform markings will be provided.

Question

20. Who assigns APEX controls to documents?

Answer

The originator.

Question

21. Are Restricted Data and non-compartmented TS material to be a part of APEX?

Answer

No.

Question

22. Will a document need more than one cover sheet if it fits into more than one category?

Answer

No.

Question

23. Will all controls be indicated on one cover sheet?

Answer

Yes.

Question

24. Is there a reason why SECRET and CONFIDENTIAL material will use Gray cover sheets and the others are colored?

CONFIDENTIAL

CONFIDENTIAL

Answer

One of the primary objectives of the APEX system is to ensure that TOP SECRET compartmented material is strongly controlled. The brightly colored cover sheets will highlight TOP SECRET material as a reminder of its sensitivity and need for protection.

Question

25. Can you still print hard-copy documents (NIE's, IIM's, etc.) and not use cover sheets?

Answer

No. (See question 26)

Question

26. Will there be a cover sheet on top of a publications cover?

Answer

Yes, unless the publication's cover contains all of the information and markings required by the APEX system.

Question

27. Where will we get APEX cover sheets?

Answer

The same place you now get cover sheets for the existing SCI systems. Original printing of stocks will be accomplished by the CIA.

Question

28. Do we add the various operational and product codewords, or do the cover sheets include them?

Answer

You will add whatever markings are required by the document upon which you place the cover sheet.

CONFIDENTIAL

CONFIDENTIAL

Question

29. Some documents will contain several categories of information (operational, product, etc.). Address the precedence of the categories and the cover sheet to be used.

Answer

Precedence:

- a. ROYAL (Blue)
- b. Operations (Yellow)
- c. Ops Subcompartment (Brown)
- d. Product (Red)
- e. Non-TOP SECRET APEX (Gray)

The cover sheet reflecting the highest precedence of the material in the document should be used. Markings on that cover sheet should include all the markings required by the material in the document.

Question

30. Can cover sheets be xeroxed or computer-generated (black and white)?

Answer

Cover sheets will not be xeroxed, as xerox copies will not clearly show the level of compartmentation. In certain special computer applications, it may be possible, with coordination of the Security Committee, to formulate special computer-generated cover sheets. In the transition period, computer generated cover sheets may follow present authorized practice provided appropriate markings are included.

Question

31. Will all registries have a standard way of operating with APEX material?

Answer

Yes. There will be standard operating procedures established, however, local requirements may dictate variations.

CONFIDENTIAL

CONFIDENTIAL

Question

32. Will APEX documents be allowed to be delivered directly to requesters?

Answer

Under current SCI systems, compartmented material is transmitted from control point to control point to be delivered to the requester by his control facility. This system provides for appropriate receipting and record keeping. The APEX control system will operate in the same manner.

Question

33. Who will be assigning APEX numbers, the component or offices, or what?

Answer

Control numbers will be issued in virtually the same way as at present.

Question

34. How will APEX material be controlled in components where there are only one or two cleared individuals?

Answer

It will be controlled just as it is now for the other SCI systems, through the control facility, issued on a by name basis, and stored so that it is accessible only to those persons having the appropriate access approvals.

Question

35. Within the APEX product category, will access to all sub-categories (HUMINT, COMINT, TECHNICAL, and IMAGERY) be permitted for everyone who has access to one?

Answer

No. Specific access for each of the product subcategories is required.

CONFIDENTIAL

CONFIDENTIAL

Question

36. How will we know a person is approved to receive APEX material?

Answer

By checking with your APEX Control or Security Officer who will check the person's approvals and arrange to have them certified.

Question

37. Will existing SCI facilities automatically convert to APEX Control Facilities?

Answer

If determined by the responsible SIO or program manager to merit continuation, yes.

Question

38. How will categories of APEX held by any given facility be made known to other like facilities?

Answer

APEX Control Facilities will be certified for the specific categories of APEX material they may receive, handle, and store. Certification by program managers of ACF's for specific projects, will be required for ACF's which handle operational project materials. ACF's handling operational subcompartment data will be nominated by SIO's and certified by program managers. SIO's will certify ACF's for APEX product. The APEX Central Register of Facilities will maintain lists of ACF's and will disseminate them to facilities with compatible access certifications.

Question

39. How frequently and to whom will listings of APEX Control Facilities be provided?

Answer

Frequency to be determined, but should be approximately quarterly. As indicated above, lists will be provided to compatible groups.

CONFIDENTIAL

CONFIDENTIAL

Question

40. How will changes in "certification", i.e., in categories of material held, be verified pending receipt of the latest APEX Control Facility listing?

Answer

Accreditation need only be accomplished once, i.e., the examination of the physical facility to meet storage/handling requirements. Certification for various accesses will be through the APEX Control Access Registry. At the outset the process will probably be slow and somewhat painful until the IOC of the 4C system.

Question

41. Must APEX material be used only within an APEX Control Facility?

Answer

Yes, any exceptions would require approval of the SIO.

Question

42. Within an APEX Control Facility, will compartmented material have to be further controlled because not all personnel have the same access approvals?

Answer

Yes, just as the current SCI systems are controlled to ensure access only by those with appropriate approvals.

Question

43. Will an APEX Control Facility have to be individually certified for each APEX product and Operational compartment/subcompartment that it is eligible to receive?

Answer

Yes. Otherwise, each ACF could receive anything or everything, which is not the intent. The Central Access Registry will provide ACF listings of facilities accredited and certified for compatible levels of APEX materials. However, once the ACF meets the physical security

CONFIDENTIAL

CONFIDENTIAL

criteria for APEX control, submission of a complete additional accreditation package will not be necessary within a reasonable period of time. It is not necessary to reinspect the facility in conjunction with additional certifications, unless reinspection is due in accordance with paragraph 52 of the APEX Government Security Manual.

Question

44. Should the term "Special Security Office(s)" (e.g., SSO SAC) be continued or be replaced by the terms "APEX Control Facility" (e.g., ACF SAC) and APEX Control Officer/APEX Security Officer (e.g., ACO SAC)?

Answer

The term Special Security Office (SSO) will be replaced by the term APEX Control Facility (ACF).

Question

45. Where will the APEX Control Facilities be located?

Answer

It is unlikely that there will be any drastic change in the number or location of Control Facilities under APEX. They will probably be the same as they are now.

Question

46. For inter-agency meetings, are the hosts of the meeting to assume that participants from other agencies have the appropriate APEX access approvals. How will this be controlled and where?

Answer

Security clearances or approvals should never be assumed but should always be verified. The host of a meeting is responsible for insuring that the access approvals of all participants have been certified to him. The channels for performing certifications will be the same as they are now.

Question

47. Will there be a list of APEX Control Facilities throughout the Community and the industrial area?

CONFIDENTIAL

Answer

Yes. These will be made available on a need-to-know basis.

Question

48. Will there be control officers in each registry for better accessibility?

Answer

Whether the control officer is actually in the registry or not, every registry must have access to a control officer in order for the system to work. This applies to the current system as well as to the APEX system.

Question

49. Will there be separate control officers for COMINT, HUMINT, etc., or will one person have all the clearance controls?

Answer

Generally, APEX control officers will be responsible for all APEX product in their organizations. It may be necessary, in some cases, to have separate control officers for different collection projects. This will be more a reflection of the needs of the receiving organization than of the requirements of the producer.

Question

50. Once the APEX system becomes more operational, how does one advise users concerning the fusing or sanitization or decompartmentation of the "old" SCI materials until definitive guidelines are published?

Answer

New documents will be controlled under APEX rules. Conversion/ equivalency formulas will be created to assist users in marking new documents containing old SCI information in accordance with APEX guidelines.

CONFIDENTIAL

Question

51. How will routine COMINT sanitization be handled under APEX? Paragraph 7 of the draft APEX Government Manual addresses only emergency actions.

Answer

The SIGINT Committee, NSA, and user SIO's will have to formulate rules for routine sanitization of COMINT. Meantime, follow the existing manuals.

Question

52. To what level will routine COMINT sanitization authority be allowed?

Answer

COMINT sanitization authority will be allocated in the APEX COMINT manual to be prepared and coordinated by a collaboration of the SIGINT Committee, NSA, and user SIO's. It is an APEX objective that more sanitized COMINT will be produced in the future.

Question

53. How will the DCI enforce the proscription concerning the fusion of product and operational and/or operational subcompartment data? Will such fusion be a security violation punishable by fine or imprisonment? Is such fusion, in fact, acceptable under certain circumstances?

Answer

Fusion is a "bad thing" under APEX concepts. It should be avoided whenever possible within the limits of good sense.

Question

54. Will detailed sanitization and/or decompartmentation instructions be published for all APEX categories or just for COMINT?

Answer

Definitely for COMINT, IMAGERY, and TECHNICAL. Instructions for HUMINT will be published if required.

CONFIDENTIAL

CONFIDENTIAL

Question

55. Will detailed classification guides be published to assist in classification of sanitized and decompartmented materials?

Answer

Yes. Executive Orders and IS00 Directives so specify.

Question

56. Will such a guide (i.e. detailed threshold criteria) be published to assist in determining both compartmentation and classification of materials to be protected within the APEX System?

Answer

Yes. Threshold criteria have been established in the APEX Final Report. More specific data will be developed if required.

Question

57. Will the term "Sensitive Compartmented Information (SCI)" become passe?

Answer

There is no intention at this time to delete this term. It is generic in nature in that it explains a broad range of data and is apropos under APEX as well as past compartmented systems.

Question

58. Will APEX material, at all levels of classification, automatically be extended beyond the 6-year period for declassification?

Answer

Yes, as provided in the APEX manuals except for working papers as explained in question 16.

Question

59. What markings will be used if a document contains old codeword material and new APEX material? Or is it not possible for such a document to exist?

CONFIDENTIAL

Answer

If you are speaking of a new document, such a document should not exist. It should be marked initially with the proper APEX system markings. A conversion table will be produced as a guide to assist in properly compartmenting material which has been taken from an older document and included in a new APEX document.

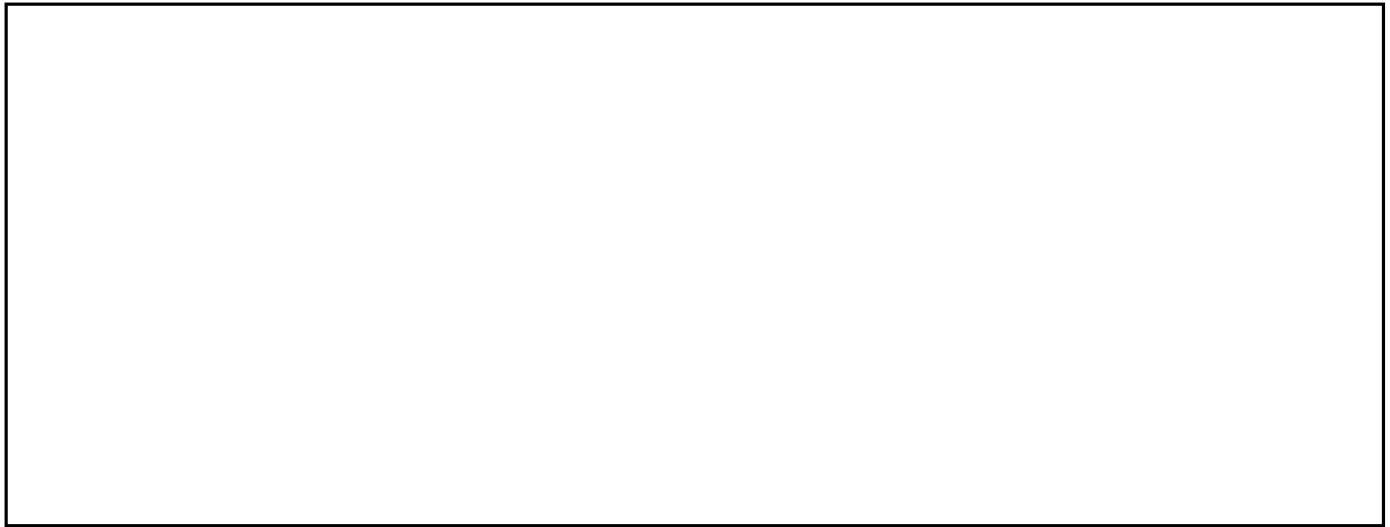
25X1

25X1

Approved For Release 2005/06/03 : CIA-RDP85T00788R000100090005-0

Approved For Release 2005/06/03 : CIA-RDP85T00788R000100090005-0

25X1



Question

68. Will APEX include material that is solely "HANDLE VIA APEX CHANNELS ONLY" with no product, compartment or subcompartment indicator? If so, what APEX access will be required to review such material?

Answer

An objective of APEX is to eliminate the use of compartmented channels for information which does not clearly warrant special protection. As a rule, information not falling into a specific APEX compartment will not be afforded APEX protection. If the information requires compartmentation, it must have some relationship to an APEX project, program, or product, and should be marked accordingly. There will be exceptions to any rule and APEX is subject to these exceptions. In specific cases, the notation "HANDLE VIA APEX CONTROL SYSTEM" may be used without project names, codewords, or product indicators. This usage should be held to a minimum.

Question

69. What APEX accesses are required to handle and use pre-APEX SI, TK, material that has no product or compartment codeword?

Answer

Use of equivalency tables will be required which will be provided in the near future. For example, TK-R will equal APEX IMAGERY and will be any of the operational accesses for the type of system under question.

Question

70. Will there be a simple classification of "HANDLE VIA APEX CONTROL SYSTEM" for such administrative matters as access certifications and those items formerly protected as "HVCCO", etc.?

Answer

This term could be used in this way. Care should be taken, however, to be certain that the material cannot be handled under collateral classification, outside of APEX controls.

Question

71. When will classification guides on the various product or compartments and operational compartments/subcompartments be issued?

Answer

As soon as they can be formulated. This will probably be around the end of 1980.

Question

72. Who will determine initial distribution of APEX TECHNICAL data to users? What will be the basis of such a determination?

Answer

When the manual for the TECHNICAL compartment has been written by users, collectors and committess, SIOs will designate their personnel who require access to this product compartment, and they will be approved for APEX TECHNICAL access. The judgment by the SIO of the individual's need-to-know will be the basis for such determinations.

Question

73. If the APEX Government Manual is in opposition to, or provides more current guidance on a subject than, DCIDs, what takes precedence?

Answer

The APEX manual is not believed to be in conflict with any DCID. In future revisions of either DCID's or the manual, careful

coordination by the APEX Control Staff will be required to avoid conflict or contradiction.

Question

74. Where does the Community obtain its supplies of the Nondisclosure Agreement required in paragraph 16C of the APEX Government Manual?

Answer

Supplies of Nondisclosure Agreements will come from the CIA when the agreement has been formulated. Questions or problems regarding this form should be addressed, through channels, to the APEX Control Staff.

Question

75. When does the Community have to start using the Nondisclosure Agreement?

Answer

All personnel will sign the Nondisclosure Agreement as part of the orientation process.

Question

76. Who will maintain APEX indoctrination and debriefing agreements? How long must they be maintained?

Answer

Parent organization (SIOs) will maintain the Nondisclosure Agreements as an integral part of the subject's security file.

Question

77. Who will be responsible for giving indoctrination briefings on the APEX system?

CONFIDENTIAL

Answer

This responsibility will be carried out by APEX Control Officers and APEX Security Officers just as officials designated within the current compartmented systems perform this function.

Question

78. Will the annual revalidation of the need-to-know for APEX billets/positions in DoD require a lot of burdensome, and largely unnecessary, paperwork?

Answer

It will require an effort on the part of the SIO and his people, but not an unnecessary effort. If the number of accesses remains static or continues to increase every year, it will not reflect a serious review of need-to-know validations. APEX is intended to bring about a decrease in SCI access requirements by making intelligence available outside compartmented channels.

Question

79. Does paragraph 20, APEX Government Manual, on re-entry to the APEX system pertain to DoD personnel who are debriefed from access when moving from one command or agency to another?

Answer

Yes. If a person has been debriefed and is therefore no longer part of the system, then the only way to come back in is by recertifying the need-to-know, adjudication of security eligibility, and execution of a Nondisclosure Agreement. This will also revalidate the need for access to compartmented data.

Question

80. Will there be special indicators on badges to identify individuals who are approved for access for APEX, and will there be different symbols for different APEX categories?

Answer

The use of a badge system to reflect APEX access approvals is a matter to be explored at a later date.

CONFIDENTIAL

Question

81. Why should the APEX codewords be CONFIDENTIAL or SECRET? What "identifiable" or "serious" damage is done to the national security if an APEX codeword is compromised? How does their being classified meet the test of E.O. 12065?

Answer

The APEX Final Report provides that codewords may be classified. Owners of codewords should be prepared to justify the classification if they claim it.

Question

82. What assurances are there that there will be a sharp reduction in production of hard-copy APEX TOP SECRET?

Answer

There are no assurances. But if everyone acts in good faith to implement APEX, it is difficult to visualize how levels of TS SCI can remain as high as today.

Question

83. What assurances are there that the criteria for classifying material TOP SECRET will be stringently and legitimately applied?

Answer

There are no assurances. Everyone is expected to follow the President's instruction. APEX administrative procedures will make the reduction of APEX hard-copy material a bureaucratic necessity.

Question

84. Who on the DCI Staff or within the Intelligence Community will monitor and enforce a sharp reduction in the marking of APEX material TOP SECRET by collectors and production elements?

Answer

No specific person on the DCI Staff or within the Intelligence Community (due to the need-to-know) can do this. EO 12065 specifies

CONFIDENTIAL

every person, through channels, is responsible for proper classification at all levels.

Question

85. Is all APEX COMINT looked upon as being foreign government information and thus classified for 30 years?

Answer

Under present rules, the answer is yes.

Question

86. What happens when the access list inside a hard-copy APEX TOP SECRET publication is filled? Is a document cover sheet then affixed to record access to the publication?

Answer

A simple lined sheet of paper, appropriately identified, may be placed under the cover sheet to record additional names. A document cover sheet should not be used in this example.

Question

87. How long must dissemination lists be maintained?

Answer

In the case of ROYAL it becomes part of the document and is handled accordingly. The logs on the cover sheets which become a record of dissemination will remain as part of the document. These cover sheets also are utilized as a certificate of destruction which will maintain the dissemination log for an extended period of time after destruction.

Question

88. Are NSA printed SIGINT reports and the NSA Daily SIGINT Summary considered hard-copy documents subject to the accountability and control procedures prescribed for APEX hard-copy TOP SECRET documents?

CONFIDENTIAL

Answer

A simple rule of thumb is that hard-copy material is controlled and electrical messages are not.

Question

89. It would appear less unwieldy, and more conducive to operations, if APEX hard-copy TOP SECRET documents were considered "reproducible" unless such reproduction was specifically proscribed. Is this possible?

Answer

No. In accordance with the security manual (Para. 89), reproduction must be authorized by the originator. An earlier question asked how the amount of TS APEX can be reduced. One way is to make it less convenient to duplicate.

Question

90. What constitutes "reproduction"? Is a voluminous extract reproduction? Is a single page extract reproduction? Is the extraction of a single paragraph reproduction? Is putting a document into a computer data bank and then printing it (or portions of it) reproduction?

Answer

All of the above is reproduction with the exception that computer stored and produced material is not subject to hard-copy accountability. In regard to small reproductions such as being incorporated into working papers, then the answer is no.

Question

91. Is APEX material in a computer considered "raw intelligence" under paragraph 97 and 98 of the APEX Government Manual? If not, how is such material inventoried?

Answer

APEX material in a computer cannot be inventoried by conventional security practices and therefore the APEX manual excludes it from such accountability.

CONFIDENTIAL

Question

92. How will personnel currently having SI only and SI and TK access be "converted" to the APEX product compartments?

Answer

At the beginning it is presumed that the SIO will grant a one-for-one conversion which will be SI to APEX COMINT and TK-R to APEX IMAGERY. The APEX TECHNICAL caveat still requires work in determining what will reside in this category.

Question

93. Why will the current SI and TK codewords be continued versus simply calling such material as APEX COMINT, APEX IMAGERY, with appropriate classification?

Answer

Because immediate elimination of current SI & TK codewords is not cost effective. The new APEX generic terms will be utilized. Some SI codewords will continue in use for sometime until software can be modified in the normal course of maintenance and updates. Codewords on old system compartmented documents will also remain because there is no intent to retrofit older documents with new caveats.

Question

94. Will the number of APEX billets be restricted?

Answer

It is not anticipated that there will be numerical billets for APEX approvals, but senior intelligence officers and project managers will be expected to exercise a high degree of control over the number of approvals granted.

Question

95. If there are no billets, per se, how can accountability be maintained?

Answer

Accountability should not be confused with the need-to-know by position. The SIO grants access based upon the individual's need-to-know

CONFIDENTIAL

CONFIDENTIAL

because of his job, after establishing that the individual meets the security criteria. Accountability in APEX is therefore accomplished by people, not positions. Individual ASOs may use whatever technique they desire to achieve the objective.

Question

96. Is there any objection to DoD using billet numbers and billet titles to identify positions/incumbents requiring APEX access? Many commands/agencies/departments currently use some sort of computerized data base to manage and identify "cleared" personnel. As people are eventually briefed for various APEX accesses, many of the current systems will run out of space to indicate each access involved. Is this problem being considered?

Answer

There is no objection to DoD using billet numbers. 4C will accept billet numbers and will not run out of space, nor will SPECLE run out of space. The 4C working group is considering all such problems.

Question

97. Since APEX precludes compartmentation of codewords, will the current COMINT codewords, TK source indicators, and indicators become merely CONFIDENTIAL?

25X1

Answer

Project names and codewords will not be compartmented. They may be CONFIDENTIAL or SECRET, but the proprietor must justify their classification.

Question

98. Will APEX supersede the codewords that are used today?

Answer

Most codewords will remain the same, as will project names. The principal changes will be in the abolition of the "channels" caveats, such as HANDLE VIA COMINT CHANNELS, and in the product designator stamps: COMINT, IMAGERY, HUMINT, and TECHNICAL.

CONFIDENTIAL

CONFIDENTIAL

Question

99. Will the APEX Steering Group, the APEX Control Staff or CIA provide the Community with the rubber stamps used in the APEX system?

Answer

CIA will provide an initial supply of the new stamps. Many of the old stamps will continue to be used for sometime, so caution must be exercised in their disposal.

Question

100. What will happen to GAMMA material?

Answer

In most cases, it is likely to become "TOP SECRET APEX COMINT GAMMA". In some highly sensitive cases, it may become APEX ROYAL. It should be noted that normally ROYAL material may not be transmitted electrically.

Question

101. Won't the incorporation of some GAMMA into the ROYAL category either unnecessarily proliferate ROYAL or unduly restrict GAMMA?

Answer

ROYAL has stringent restraints. Some GAMMA will convert to ROYAL, but only with NFIB/DCI approval. All GAMMA does not appear to meet the criteria for ROYAL protection.

Question

102. When the 4C system is fully operational, certain agencies in the Washington, D.C. area will be able to immediately update the APEX Central Access Registry. What is the current thinking concerning agencies/commands not initially tied into the 4C system? How do they update the Central Access Registry?

Answer

By advising their parent organization by the most expeditious means, of changes in their access approvals.

CONFIDENTIAL

Question

103. Will there be a computerized access/billet roster to bridge the gap between the existing systems and the 4C System?

Answer

No. SPECLE will do what it can, but not much more is expected than is presently being provided.

Question

104. How will the 4C System deal with and record one-time accesses? Short-term (e.g., for exercises, schooling, etc.) accesses?

Answer

In the same manner as any other access.

Question

105. How will transfers-in-status be handled under APEX?

Answer

When 4C is operational, in-status transfers can be handled within the system. Prior to 4C these transfers should be accomplished using current procedures.

Question

106. How will National Guard/Reserve personnel be granted access to APEX? How will this be done when they are contractors when not acting as Reservists?

Answer

National Guard/Reserve personnel will be granted access in an identical manner as anyone else. In the case of contractors, they will be handled in the same manner as other contractors.

Question

107. How will exercise use of APEX materials be treated?

CONFIDENTIAL

Answer

By existing rules until such rules are replaced or updated.

Question

108. In Phase I of APEX when the "HANDLE VIA APEX CHANNELS ONLY" stamp is authorized for use, how will material that is SI, TK, be distinguished?

25X1

Answer

It will be caveated as APEX COMINT, APEX IMAGERY, APEX TECHNICAL or one which is equivalent to the presently in being. Use of equivalency tables will aid in this process.

25X1

Question

109. Will it be necessary to use APEX Control Numbers when the "HANDLE VIA APEX CHANNELS ONLY" stamp is first used? If so, when will such numbers be issued?

Answer

Yes. Numbers will be issued prior to the implementation date.

Question

110. If message traffic, raw intelligence or intelligence information containing APEX and/or SCI material with previously prescribed markings is transferred from one APEX Control Facility to another, how is the material to be receipted for since there will be no APEX Control Numbers involved?

Answer

By pouch receipt, with description of material covered.

Question

111. What volume of compartmented material will be controlled, all or part of it?

CONFIDENTIAL

Answer

In the early stages of the APEX system the volume of material under control will probably be similar to what is controlled at the present time. It is planned that decompartmentation and sanitization will permit a drastic reduction in the amount of material requiring compartmentation.

Question

112. Will APEX control numbers be limited to eight digits, and will there be any systematic breakdown such as now exists within the various categories (SI, TK,)

Answer

Yes, control numbers will consist of eight digits and, no, there will not be a division such as you describe because there will be only one control system, APEX.

Question

113. Will there be a numbering system for each APEX compartment?

Answer

There will be one APEX numbering system for Government and one numbering system for material generated in the industrial area.

Question

114. Will control personnel require APEX clearances to issue control numbers since they will be required to know the titles of the documents?

Answer

Yes. Normally personnel performing such functions will have APEX General Phase II access.

Question

115. How will we know that a person has a certain clearance if he requests an APEX document if the numbering system does not indicate how

the system is broken down into the various compartments?

Answer

The numbering system will not perform this function. The access approvals required by the recipient of a document will be indicated by the project names, codewords, and/or product indicators on the document itself or the cover sheet.

Question

116. Will the APEX Control Group develop a standard, uniform log to be used for audit of APEX hard-copy TOP SECRET, SECRET and CONFIDENTIAL material throughout the APEX Community?

Answer

It is an excellent idea and the Control Staff is pursuing this approach. No specific deadline dates have been established and any recommendations would be appreciated.

Question

117. Must there be a continuous receipt system for TOP SECRET material down to the individual personally accountable for the document?

Answer

Yes - for hard-copy material. A receipt is required also for SECRET and CONFIDENTIAL hard-copy material that leaves an ACF.

Question

118. Will there be a simple, uniform receipt for both documents and envelopes? Will the system of receipts be uniform throughout Government and industry? Will there be uniform logging and audit procedures throughout the system?

Answer

While it may not be achieved immediately, uniformity will be sought wherever possible in the operation of the APEX system.

CONFIDENTIAL

Question

119. Why doesn't the APEX program mandate a simple, uniform receipt to be used by all in the APEX Community?

Answer

The Control Staff is working on single receipt system. There are as many types of receipts as there are departments/agencies. Any suggestions toward the accomplishment of a single receipt system are most welcome.

Question

120. How can a random audit, in the spirit of the APEX Government Manual, be conducted of APEX materials which are less than TOP SECRET unless the same restrictive and burdensome controls are maintained for all APEX materials as are currently required only for APEX TOP SECRET?

Answer

Same controls govern hard-copy CONFIDENTIAL and SECRET APEX materials. These controls should have the effect of lessening compartmented APEX hard-copy materials.

Question

121. Will there be an audit every year for controlled APEX documents?

Answer

Yes. Such audits are required by Executive Order 12065 and ISOO Directive No. 1.

Question

122. What record keeping is required for APEX document inventory and destruction?

Answer

APEX record keeping and requirements are outlined in the manual and are similar to old requirements. It is anticipated, however, that the APEX instructions will be observed.

CONFIDENTIAL

Question

123. Will COMINT still be divided into the three categories and one subcategory (e.g., category III, Category II, etc.) or will these terms become passe?

Answer

COMINT will obviously require subdivision into categories. The SIGINT Committee and NSA must address changes in this area. For the time being, the present system will continue.

Question

124. Can a person be authorized access to "APEX GENERAL PHASE II" and one or more of the APEX product and operational compartments/subcompartments, as required by need-to-know?

Answer

This possibility does exist, but would constitute an abnormal condition. Persons who have a legitimate requirement for operational, subcompartment, or product access would not normally require or be eligible for APEX GENERAL PHASE II. APEX General Phase II is severely limited in its intended application.